

CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

09 JUL 1980

STAT
Gregg Moscoe

Dear Mr. Moscoe:

This is in response to your Freedom of Information Act (FOIA) request of 13 April 1979 regarding accelerated learning systems. We have completed a thorough search of our records and have been able to locate the materials discussed below. These have been carefully reviewed and our determinations follow:

You had specifically requested a list of the texts used in the Office of Training's Reading Improvement course. The course uses the following materials:

Rapid Reading

Critical Reading Improvement

Rapid Comprehension Through Effective Reading

Skimming and Scanning

Improve Your Reading

Reading Skills

A Key to Better Reading

Study Skills

Reading Faster

Two other books also were located which might apply to the topic of your request, they are:

Mastery and Management of Time, by Sydney F. Love, Prentice-Hall, August 1979; and

Speed-Reading Self-Taught-Effective Reading, by Xerox Learning Systems.

In addition to the above, we have located the following items. Copies of segregable portions of them are releasable to you and are enclosed as Tab A. Deletions in the originals were made under the exemption provisions of the FOIA subsections given after each document. An explanation of these exemptions is enclosed as Tab B.

<u>Documents</u>	<u>Exemptions</u>
1. Report, July 1965.	(b)(3), (b)(6)
2. Summary, 19 December 1966.	(b)(3)
3. Letter, 12 December 1967.	(b)(3), (b)(6)
4. Letter, 1 July 1968.	(b)(3), (b)(6)
5. Letter, 4 November 1968.	(b)(3), (b)(6)
6. Letter, 27 March 1969.	(b)(3), (b)(6)
7. Report, undated.	(b)(3)
8. Memorandum, 18 March 1975, with attachment, March 1975. (Note: the attachment is being withheld in its entirety under exemptions (b)(3) and (b)(5).)	(b)(3)

STATINTL The above determinations were made by Mr. Philip Eckman, Director of Research and Development, for documents numbered 1-8; and by [redacted] Deputy Director of Logistics, for the attachment to document No. 8. Under provisions of the Act, we are advising you of your right to appeal the above decisions by addressing your appeal to the CIA Information Review Committee, via the undersigned, setting forth the basis of your appeal.

The fees for the searching and copying of the documents comes to a total of \$7.70. Please forward to us your check or money order in the above amount, made payable to the Treasurer of the United States, and mention our F79-0399 to ensure proper credit to your account.

This completes our processing of your request. We apologize for the inordinate delay in responding to you. As you are aware, this Agency has received a huge number of FOIA requests and our

2800-request backlog has resulted in significant processing delays. We process all requests on a first-in, first-out basis, which is equitable to all requesters. Thank you for your patience and interest.

Sincerely,

~~SIGNED~~

John E. Bacon
Information and Privacy Coordinator

Enclosures: Tabs A & B

IPD/NVD/pg 8 Jul 80

Distribution:

Orig. - Adse w/encls A&B

1 - IPD Chrono

1 - IPD F79-0399 w/Tab B GIP (b)(3), (b)(5), (b)(6)

1 - ORD/FOIO

Deniers: Eckman,

STATINTL

1 - OL/FOIO

✓ 1 - ODP/FOIO

1 - OTR/FOIO

Fee Suspense: \$7.70

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